



# OneTouch BenAdmin™

## Streamline HR Processes and Eliminate Paperwork

A single, integrated solution in the cloud lightens your workload, collects critical data, manages compliance and controls costs. Features include employee-initiated changes (with admin approval), eligibility management, bill reconciliation and payroll all in one place and backed by superior service. All Paperless!

### Do More in Less Time

**Employees gain access.  
You keep control.**

OneTouch will significantly reduce the time you spend on administrative tasks while giving you more control of the process and the communication.



**Organization-Wide Benefit Communications**



**Error-Free Enrollments**



**Robust Real-Time Reporting**



**Payroll Integration**



**Reduce EDI Carrier Fees**



**Eliminate HIPAA Risks**

### Automate Key Functions

New Hire	Record Keeping
Open Enrollment	Reporting
Qualifying Events	Termination

### Workflow Process

**1<sup>st</sup> Step: Life Event**

(Employee requests change)

**2<sup>nd</sup> Step: Paperless Review**

(Administrator approves/returns)

**Final Step: Automatic Integration**

(Updates carriers and payroll)

